

**KENTUCKY BOARD OF SPEECH-LANGUAGE
PATHOLOGY AND AUDIOLOGY
MINUTES
November 12, 2013**

The Board Meeting of the Kentucky Board of Speech-Language Pathology and Audiology was held at the Office of Occupations and Professions, 911 Leawood Drive Frankfort, Kentucky on November 12, 2013.

MEMBERS PRESENT

Anne Olson, Chair, Audiologist
Lynda Bracken, Citizen at Large
Robin Harris, SLP
Richard Dressler, SLP
Deanna L. Frazier, Audiologist
Jan J. Weisberg, Otolaryngologist

MEMBER ABSENT

George Purvis, Audiologist

MEMBER TO BE APPOINTED:

SLP from school setting

OCCUPATIONS AND PROFESSIONS STAFF

Marcia Egbert, Board Administrator
Gordon Slone, Executive Director
Debra Day, Administrative Section Supervisor
Susan Ellis, Administrative Section Supervisor
Justin Turner, IT

BOARD ATTORNEY

Michael West

Call to Order

Chair Anne Olson called the meeting to order at 1:03 p.m. Marcia Egbert introduced the staff present from O&P and the Board introduced themselves to the O&P staff.

Minutes

A motion was made by Richard Dressler to approve the minutes of October 8, 2013 as submitted. The motion was seconded by Robin Harris. Motion carried unanimously.

Board Monthly Financial Report

The FY14 Monthly Financial Report for July 1, 2013 through October 31, 2013 was reviewed. No further action taken.

Licensure Status Report

The Licensure Status Report was reviewed by the Board. No further action taken

O&P Report

Marcia Egbert reported the following on behalf of Executive Director Gordon Slone:

Executive Director

Gordon Slone was appointed as Executive Director for O&P as of October 16, 2013 with the goal of bringing long-term continuity and a high level of service to the Office of Occupations and Professions. He has been an attorney for the Commonwealth for over 20 years and the last five of those years have been with the Public Protection Cabinet where he has had the good fortune of working with Secretary Vance and his Cabinet staff. It will be his pleasure to work with you.

Database / On-line License Renewal Project

O&P has on-line and internal software applications for performing renewals, payment processing, and reporting for licensing and certifications for 23 participating boards. The software applications are written in an outdated design, have had issues regarding the exposure of personally identifying information, and have limitations on functionality. O&P has an agreement with the Commonwealth Office of Technology (COT) to provide a modernized, flexible and secure tool for a faster and more streamlined process for its on-line and internal software applications.

The O&P staff has been working with COT to determine how to update the on-line license renewal part of the system, primarily the license renewal forms and submission process. The COT team has shown us “mock-ups” of what the screens will look like for licensees and we have made recommendations on the mock-ups to ensure that the process will comply with the boards’ statutes, regulations and forms, while still offering the best possible on-line renewal experience. The O&P staff may be bringing issues to you and the board attorneys to ensure that the mock-ups are ready to be given to COT’s development team. While each phase of application development is important, it is critical for the mock-ups to be as correct as possible. Any errors or desired changes will become more difficult and extremely expensive if they are not identified prior to transferring the project on to COT’s design team. The recent problems with the federal healthcare exchange website provide an example of what can go wrong when software applications are not ready to be fielded. Please be aware that any delays in putting the new software applications into operation are due to the goal of having them correct.

Justin Turner, IT, gave an over-view of the Online and internal software applications as they apply to the renewal process. He presented a “mock-up” of the renewal application and took questions from the Board. The over-all changes were positive and the Board looks forward to seeing the final process.

Budget

The biennial budget for the Office of O&P has been submitted and the Boards’ budgets have also been submitted to the Office of State Budget Director, with copies to the Legislative Research Commission. While O&P does not expect the level of increases to the Boards’ budgets that were necessary during the last budget cycle, the budgets are subject to modification by the Office of State Budget Director. The budgets will be shared with the individual Boards once they are finalized. Should you have questions regarding the budget process, please contact Susan Ellis, 564-3296, ext. 231. Susan Ellis informed the Board that the budget submitted for SLP/A did not change and there was no increase to the budget at this time.

Wireless Internet

The wireless internet has been installed and is operational. Mr. Turner explained the process of using the wireless internet to the Board members. More information will be provided to the Board Administrators to be shared at the next Board meeting.

2014 Board Dates:

In your November/December board meetings, Board Administrators will be working with you

to establish dates for your 2014 Board meetings. As a helpful reminder, if you are considering changing the day/time of your meetings, please include the board administrator in discussions so that we ensure we can cover your meetings as well as the others assigned to each board administrator. Marcia Egbert stated that she has already placed the meeting dates and times established at the last Board meeting on the O&P Master Calendar.

Attorney Report

Michael West stated that he attended the NCSB Conference October 10-12, 2013 and it was very informative particularly in relation to the professions of SLP and audiology. The rest of his report will be during the Complaint Committee Report.

Old Business

The Board reviewed the e-mail responses sent after the last Board meeting. No further action taken.

New Business

- a. Renewal Reminder – The Board instructed Ms. Egbert to do an e-mail blast to all of those who are to renew by January 31, 2014 in November and December. They also instructed her to send the renewal reminder postcards at the end of November.
- b. KSHA 2014 Exhibitor Brochure – Lynda Bracken made a motion for the Board to have a booth at the convention and to authorize payment of any fees required. Jan Weisberg seconded the motion and it was passed unanimously. The Board discussed who was going to introduce Dr. Fred Britton at the conference. Anne Olson will talk with George Purvis and see if he would be willing to introduce him. A decision on who will man the booth will be made at a later date.
- c. The Carroll County supervisory situation was completed during the review session this morning and will be ratified later in the meeting.
- d. The Annual Renewal Data License Information was discussed and the Board decided to keep track of those who don't renew within the Monthly Status Report. Anne Olson will send Ms. Egbert the tracking information that is to be monitored.
- e. The NCSB Membership Reminder was received and discussed. Richard Dressler made a motion for Ms. Egbert to submit the invoice for payment of the membership fees when she receives the invoice. Robin Harris seconded the motion. The motion passed unanimously.
- f. The Praxis 2012-2013 State/Agency Annual Reports were received and reviewed by the Board. No further action taken.
- g. Anne Olson brought up the possibility of having a retreat in a few months for the purpose of updating the Board's Strategic Plan. She asked everyone to be thinking about it and we would discuss it further at the next meeting.

Complaint Committee Report

Michael West reported for the Complaint Committee that all open complaints are ongoing. No further action needed at this time.

- a. 13-002 - Ongoing
- b. 2013-003 – Ongoing
- c. 2013-005 – Ongoing
- d. 2013-006 – Ongoing

Ms. Egbert stated that all disciplinary actions have been updated on the website per the Board's request.

Application Review

The Applications Review Committee met at 10:00 a.m. Richard Dressler made a motion, seconded by Lynda Bracken to approve recommendations made from today's committee meeting of the following applicants in the appropriate areas. The motion carried unanimously.

SPEECH- LANGUAGE PATHOLOGY INTERIM – *Brooke Schafer*

SPEECH- LANGUAGE PATHOLOGY INTERIM – EXTENSION REQUEST – *Lindsey Compton*

SPEECH- LANGUAGE PATHOLOGY ASSISTANT – INTERIM – CHANGE IN SUPERVISION/ PPE – *Terri Bowles*

SPEECH- LANGUAGE PATHOLOGY ASSISTANT– CHANGE IN SUPERVISION/PPE – *Christina Usleaman*

SPEECH-LANGUAGE PATHOLOGY ASSISTANT – INTERIM – *Ashley E. Fulkerson, Shannon L. Johnson, Jessica M. Little, Jessica Ann Westerfield*

SPEECH-LANGUAGE PATHOLOGY – *Lesa Blackhurst, Oriana Fedele, Terri A. Goins, Robin Hall, Micha Lachole Hobbs, Ryan Scott Husak*

SPEECH-LANGUAGE PATHOLOGY – REINSTATEMENT – *Rikki Michelle Lewis*

AUDIOLOGY – *None*

ONLINE RENEWALS – *Mary Jane Baker, Teresa E. Becker, Heather Bolling, Samuel Brandon Booth, Megan B. Brown, Danica R. Browning, Marilyn M. Cleveland, Nancy Boyd Crawford, Ashley Fry, Victoria C. Graff, Rachel Oliver Hardesty, Lindsey Hinnners, Shannon M. Hoard, Maria N. Hocter, Jennifer C. Jaracz, Sally Phillips Junkins, Amanda B. Kasselmann, Jane E. Kleinert, Patricia A. Lammering, Marion K.B. Martin, Laura Howard Mattingly, Stephen Craig McCoy, Larissa McGraw, Karen Rose Mills, Belinda B. Minor, Julie Newton, Luanne L. Offenbacher, Ruth Ann Ogden, Jeanne Patterson, Leslie Powell, Elizabeth K. Ragsdale, Vicki C. Rice, Bridget E. Roemer, Lynette C. Schultz, Martha J.*

Shouse, Anita M. Talley, Heather VanWinkle, Brittney Vickous, Robin Renae White, Crystal Williamson

AUDITED RENEWALS – Michelle Baute, Sarah Buckingham, Richard Eisenberg, Laurel Elliott, Mary Ann Genet, Marcella Hehl, Cheryl Hughett, Kimberly A. Raho, Heather Reutman, Lauren Rogers, Cynthia S. Vincent, Elizabeth Wallace, Kresta L. Wilson, Cynthia Zmroczek

CONTINUING EDUCATION: *Approval of CEU's. The approved CEU's and number of hours will be posted on the Board website at <http://slp.ky.gov> under Resources/Continuing Education.*

Travel and Per Diem

Robin Harris made a motion to approve payment of travel expenses and per diem compensation to eligible members in attendance at today's meeting. The motion was seconded by Jan Weisberg. The motion carried unanimously.

Next Meeting

The next Board meeting will be held on December 10 2013 at 1:00 p.m. at the Occupations and Professions Office, 911 Leawood Drive, Frankfort, KY 40601. Lunch will be ordered and will be served at approximately 12:00 noon.

Adjournment

The Board Meeting was adjourned by Chair Anne Olson at 2:30 p.m.

Respectfully Submitted:

Marcia Egbert

Renewal Notice Schedule

November – E-Mail Reminder for Renewal

Late November – Postcard Reminder for Renewal

December – E-Mail Reminder for Renewal

January 2, 2014 – Letter to those who have not renewed (needs to be reviewed first)

February – Letter to those who failed to renew and are in late status

March – Cease and Desist letters to those who failed to renew